

# DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES



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## STATE OF MONTANA

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### QUALITY ASSURANCE DIVISION LICENSING AND CERTIFICATION BUREAU PROVIDER INFORMATION NOTICE - #101507

#### Christmas Trees and Holiday Decorations:

As the holiday season approaches, the Division receives a number of inquiries regarding the use of Christmas trees and holiday decoration in health care facilities. The Life Safety Code considers Christmas trees a highly flammable decoration. The Certification and Licensing Bureaus provides the following guidelines and precautions for their use in healthcare facilities:

#### LIVE TREES:

- A live tree must be flocked with a fire retardant.
- A staff person must be designated to water the tree. Logs must be maintained to indicate the date and time the tree was watered and by whom.
- Lights are not permitted on flocked or aluminum/metal trees. If lighting is desired, indirect flood lights may be used.
- The live tree must be located in a room that can be closed from corridors, (e.g. a dining room or lounge) and closely supervised by staff.
- Live trees must be limited to one per building.
- The live tree should be located near sprinkler heads or smoke detectors, if possible.

#### ARTIFICIAL TREES:

- Lights may be used on UL or FM approved artificial trees in accordance with manufacturer's directions.
- Artificial trees, factory wired with lights are acceptable if UL or FM tested.
- Lights on artificial trees should be unplugged at night.
- All lights used on trees must be UL or FM listed.
- No limit is placed on the number or type of artificial trees in the building as long as they are UL or FM tested and approved.
- The use of lamp cord extension cords is prohibited. Only UL or FM approved multi-plug adaptors with surge/circuit breaker protection are acceptable.

#### HOLIDAY LIGHTS:

- UL approved lights may be installed on the exterior of the building and on outside trees and shrubs. Exterior lighting circuits must have ground fault circuit interrupter (GFCI) protection.
- Only UL approved multi-plug adaptors with surge/circuit breaker protection are acceptable.

## HOLIDAY DECORATIONS:

- The use of live greens for decoration inside the building is prohibited.
- Wrapping paper is very combustible and must not be used to decorate doors and wall surfaces.
- All open flames and/or candle use is prohibited.

We wish you a safe and happy holiday season. If you have any questions regarding Fire Safety please contact Glenn Davis at the Certification Bureau - (406) 444-4170, or Joe Merrill at the Licensing Bureau - (406) 444-6794 or you may email the Bureau at [MTSSAD@mt.gov](mailto:MTSSAD@mt.gov).